

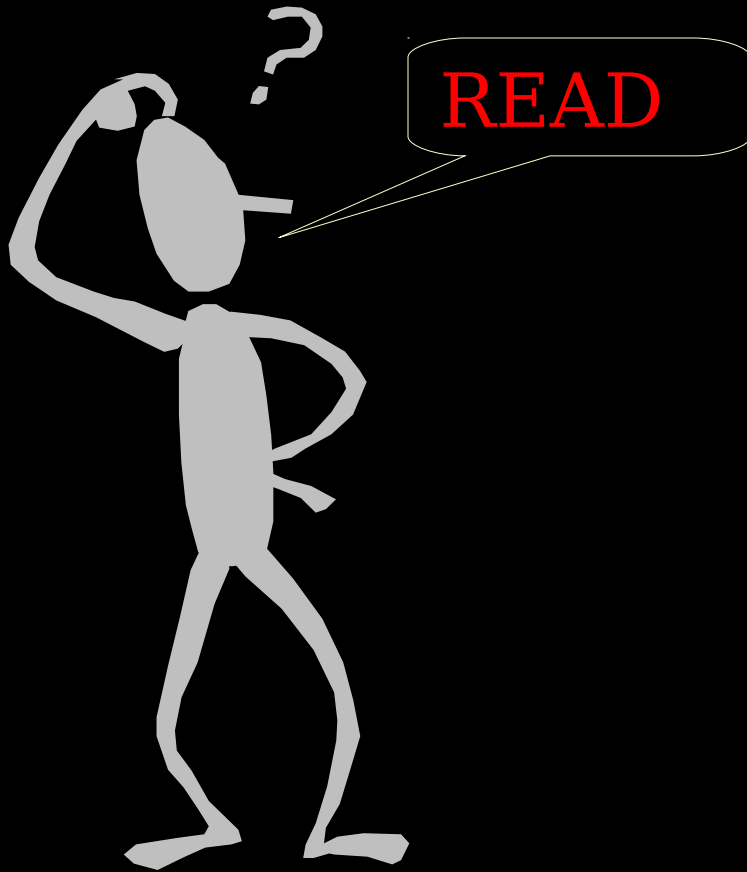
# **INPUT TRANSACTIONS**

**MSGT WORKMAN**

# OVERVIEW

The purpose of this period of instruction is to provide you with the knowledge necessary to supervise record and forms for input transactions

# LEARNING OBJECTIVES



**TERMINAL  
LEARNING  
OBJECTIVES**

**ENABLING  
LEARNING  
OBJECTIVES**

# **EVALUATION**

**THERE WILL BE A WRITTEN AND  
PERFORMANCE EXAMINATION  
AT THE TIME INDICATED  
ON YOUR TRAINING SCHEDULE**

**NAVMC 10245**

**EQUIPMENT REPAIR  
ORDER  
(ERO)**

EQUIPMENT REPAIR ORDER (ERO) (11240)  
NAYMC 10245 (REV. 10-81) (4-78 and 2-80 Editions will be used)  
SN: 0109-LF-085-2900 U/I: PG OF 100 SE

ORIGINAL

# PURPOSE

- **To request: (FOR GROUND EQUIPMENT)**
  - ✓ **Modifications.**
  - ✓ **Calibration.**
  - ✓ **CM**
  - ✓ **PMCS's**
  - ✓ **LTI's.**
- **Recording/Reporting Maint. Performed.**
- **To transmit work to higher levels of support.**
- **Use in all instances where either Maint. Resources, Rpr. Prts. or Sec. Reps are required.**

# PURPOSE CONT.

## ➤ **Not required for the following:**

- ✓ **Total labor < 0.3 Hours.**
- ✓ **Total parts < \$25.00, and parts do not have to be ordered.**

## ➤ **Not used to request/record 1<sup>st</sup> or 5<sup>th</sup> EOM (Depot).**

- ✓ **Will be used to request 2<sup>nd</sup> through 4<sup>th</sup> EOM maint.**
- ✓ **First echelon will use in conjunction with a EROSL to order SL-3 IAW prescribed procedures.**



# PURPOSE CONT.

➤ **2<sup>nd</sup> EOM ERO is optional for the following:**

- ✓ **Transmitting TMDE into the Cal. Lab. \***
- ✓ **Transmitting work to 3<sup>rd</sup> & not authorized 2<sup>nd</sup> or supported by a 2<sup>nd</sup> maintenance shop.**

# PURPOSE CONT.

- \* Units are; however, whether preparing a 2<sup>nd</sup> EOM ERO or not, required to establish a 2<sup>nd</sup> EOM record in MIMMS for EVAC of TMDE for calibration or 3<sup>rd</sup> EOM.**
- \* MSCMMSOP must have procedures for units that are not using a 2<sup>nd</sup> EOM ERO.**

# RESPONSIBILITIES

## ➤ **Preparing Activity. (Owner, User, or Custodian)**

- ✓ **Is responsible for the initial preparation to include the heading and description of work.**
- ✓ **The items marked with a (#) will be completed by the preparing activity during the initial preparation.**
- ✓ **“Description of Work” requires entries by both the preparing and maintenance activities.**

# RESPONSIBILITIES

## ➤ **Maintenance Unit.**

- ✓ **Maint. Activity will receipt for equip. by completing the “Accepted By”, “Date” and “ERO No”.**
- ✓ **Maint. section will enter work performed as actions are completed and close out the ERO.**
- ✓ **If item is evacuated to a higher EOM, the maint. section will complete those items required by the preparing activity. ERO No. will go in the “Request No/Old ERO No.”**

# ERO COMPOSITION

- **White copy. Original**
- **Pink copy. Administrative copy**
- **Green copy. Maintenance copy.  
(mechanics working copy)**
- **Yellow copy. Is the owning units copy  
when equipment is at the  
maintenance shop.**

# **PREPARATION INSTRUCTIONS**

- **Numbers in the ERO header blocks correspond to card columns for the “O” card except for the last line, these numbers pertain to card columns for the “T” or “3” card.**
- **Blocks at the bottom pertain to the card columns for a “9” card.**

# NOTES

- **UM-4790-5, Ch. 6** explains the different types of transactions in MIMMS/AIS.
- **“T” Transaction** is only used by the Intermediate Maint. shops.
  - ✓ Provides an ERO chain & transfers from an existing ERO to a new ERO when EVAC'd to higher levels of Maint.

# NOTES CONT.

- **“3” Transaction**, used to manually enter/correct the NSN, TAMCN, Nomen., or WSC.
- **“9” Transaction**, used to close out a ERO record.



**GET YOUR ERO OUT  
SO YOU CAN BE  
INSTRUCTED ON  
HOW TO FILL THIS  
FORM OUT; IAW  
TM-4700-15/1\_**

ERO NO. 2 5 4 5 8										SERIAL NO. TURNED IN IF DIFFERENT FROM BLOW										ACCEPTED BY (SIGNATURE)										DATE (DD/SS/YY) 7 4 2 10										ORF										ORGANIZATION DOING REPAIRS										DEST. AC 12 13 14 15 16																																							
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CIV. LABOR CHG.										NON-SASSY PARTS CHG.										DATE CLOSED										MIL. LABOR HRS.										CLOSE STAT										NO. UNDER										EOTC										PRIMARY METER READING																													
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**# Maint. Enters the ERO NO**  
**Each unit/section will**  
**Have a unique set of ERO #'s**  
**UM-4790-5, Ch. 21, pg.21-3/4**





ERO NO.										SERIAL NO. TURNED IN IF DIFFERENT FROM BELOW										ACCEPTED BY (SIGNATURE)										DATE (DD/SS)										ORGANIZATION DOING REPAIRS										DEST. AC																																																																					
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## ACCEPTED BY (SIGNATURE)

**\*\*Acknowledges transfer of custody.**

**\*\*Not required for deferred ERO's until delivered.**

**\*\*Optional if Accepted By and Authorized By is the same.**











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# DEST. AC (Destination Unit ID Code)

Enter the AAC only when evacuated to a supporting maint. activity, otherwise leave blank.

\*\*Enter 66666 for a civilian agency.

CIV. LABOR CHG.										NON-SASSY PARTS CHG.										DATE CLOSED										MIL. LABOR HRS.										CLOSE STAT										NO. UNDER										EOTC										PRIMARY METER READING																																																																																																																																																																																																																																																																													
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EQUIPMENT REPAIR ORDER (ERO) (11240)  
NAYMC 10245 (REV. 10-81) (4-78 and 2-80 Editions will be used)  
SN: 0109-LF-083-2800 U/I: PG OF 100 SE



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INSPECTED BY (SIGNATURE)					DATE					OWNER NOTIFIED (NAME)					DATE					DELIVERED TO (SIGNATURE)					DATE																								

**# ECH enter the EOM that will be Performing the maintenance, (1,2,3,or 4). EOM of "1" will be used when the Cat Code is "S" when ordering SL-3 components.**

ERO NO.										SERIAL NO. TURNED IN IF DIFFERENT FROM BELOW										ACCEPTED BY (SIGNATURE)										DATE (DRIS)										ORF										ORGANIZATION DOING REPAIRS										DEST. AC																													
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**# SERIAL NUMBER enter the serial# from the data plate. Use the last 10 Characters including symbols. Will be right justified. I.E. 522521, 1<sup>st</sup> digit of "5" will be in CC 30, and the last digit of "1" will be in CC 35. Eliminate spaces. Batch ERO, enter a "0" in CC 35 and list the serial numbers in the "Description of Work" field.**

IV. LABOR CHG.										NON-SASSY PARTS CHG.										DATE CLOSED										MIL. LABOR HRS.										CLOSE STAT										NO. UNDER										EOTC										PRIMARY METER READING																			
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# **SERIAL NUMBER NOTES**

- **Equipment with no Serial Number assigned, a local serial number will be assigned.**
  - ✓ **Completed by the unit supply section per the UM-4400-124.**
  - \* **(Pg. 3-2-9, Para 2.6.a(4)) “No USMC number, the manufacturer’s serial number will be used.”**

# **SERIAL NUMBER NOTES CONT.**

- **Pg. 3-2-17, Para 2.14, states major end items serial numbers will be unique. If a serial number cannot be identified, the number will be comprised of the last 5 digits of the RUC plus 3 numbers.**
  - ✓ **25-Ton Clamshell; the serial number could read as 54063001.**





ERO NO.					SERIAL NO. TURNED IN IF DIFFERENT FROM BELOW										ACCEPTED BY (SIGNATURE)										DATE (DRIS)					ORF					ORGANIZATION DOING REPAIRS										DEST. AC																																																	
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ITEM NO.					DESCRIPTION OF WORK										LABOR (HOURS)										MECHANIC (SIGNATURE)										STATUS										CODE										STATUS DATE										NON-SASSY PARTS										QTY										COST									

# Qty the number of equipment to be repaired, right justified last number will appear in CC 39.

CIV. LABOR CHG.										NON-SASSY PARTS CHG.										DATE CLOSED										MIL. LABOR HRS.										CLOSE STAT										NO. UNDER										EOTC										PRIMARY METER READING																			
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# **RDD** (Required Delivery Date)

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**# Owning Organization** Enter the name of the unit that is accountable. If being prepared by a supporting unit, enter the designation of the using unit. May be left blank.

CIV. LABOR CHG.					NON-SASSY PARTS CHG.										DATE CLOSED										MIL. LABOR HRS.										CLOSE STAT					NO. UNDER					EOTC					PRIMARY METER READING																																							
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INSPECTED BY (SIGNATURE)															DATE										OWNER NOTIFIED (NAME)															DATE										DELIVERED TO (SIGNATURE)															DATE																								



EQUIPMENT REPAIR ORDER (ERO) (11240)  
 NAVMC 10245 (REV. 10-81) (4-78 and 2-80 Editions will be used)  
 SN: 0109-LF-083-2800 U/I: PG OF 100 SE

# Owner AC enter the Unit Identification Code, as it reflects in the RUAF.

**QUESTIONS**  
**?**

# QUESTIONS TO YOU!

**Q.** What is the yellow copy of the ERO used for?

**A.** It is owning units receipt while the equipment is in maintenance.

# QUESTIONS TO YOU!

**Q. When is the DCD required on the ERO?**

**A. When the piece of equipment is deadlined. Cat Codes of “M” or “P”.**



**BREAK!!!**

ERO NO.					SERIAL NO. TURNED IN IF DIFFERENT FROM BELOW										ACCEPTED BY (SIGNATURE)										DATE (DD/RR)					ORF					ORGANIZATION DOING REPAIRS										DEST. AC																																																	
REQUEST NO./OLD ERO NO.					OCD					ECH					SERIAL NUMBER										JOB ID					QTY					RCC					ORNING ORGANIZATION																																																						
OWNER AC					AUTHORIZED BY (SIGNATURE)										DATE										ID NUMBER					NOMENCLATURE																																																																
CATEGORY CODE (CIRCLE ONE)					JOB STAT										JOB										SHOP SECT					RELEASED FROM INVESTIGATION (SIGNATURE)																																																																
DISPOSITION-REFERENCE					OWNER'S PHONE NO.										SEC REP NSN										REMARKS																																																																					
CARD TYPE (CIRCLE ONE)					NSN OF ITEM										OR										WSC										NOMENCLATURE										TAM CN/ID NO.																																																	
ITEM NO.					DESCRIPTION OF WORK										LABOR (HOURS)										MECHANIC (SIGNATURE)										STATUS					CODE					STATUS DATE					NON-SASSY PARTS NOMEN. NSN OR PART NO.										QTY					COST																													
CIV. LABOR CHG.					NON-SASSY PARTS CHG.										DATE CLOSED										MIL. LABOR HRS.										CLOSE STAT					NO. UNDER					EOTC					PRIMARY METER READING																																												
TASK DATA FIELDS					DEFECT 1										TASKS										MAN-HOURS										DEFECT 2										TASKS										MAN-HOURS										DEFECT 3										TASKS										MAN-HOURS									
INSPECTED BY (SIGNATURE)					DATE										OWNER NOTIFIED (NAME)										DATE										DELIVERED TO (SIGNATURE)										DATE																																																	

**# Authorized By (Signature) and Date**  
**individual authorizing the work at the**  
**preparing activity signs, entry of the**  
**Date is optional.**



# **AUTHORIZED BY (SIGNATURE)**

- **CO's may personally authorize or delegate in writing specific personnel who can sign UND "A".**
- **If upgrade is required & original signer is not authorized for the upgrade: New Priority and Date will go in the Description of Work block, and person authorizing the upgrade will sign in the Mechanics Signature field.**
- **Under investigation, ensure all investigation matters are completed.**

ERO NO.					SERIAL NO. TURNED IN IF DIFFERENT FROM BELOW										ACCEPTED BY (SIGNATURE)										DATE (DRIS)					ORF					ORGANIZATION DOING REPAIRS										DEST. AC									
REQUEST NO./OLD ERO NO.					OCD					ECH					SERIAL NUMBER										JOB ID					QTY					RCD					ORNING ORGANIZATION														
OWNER AC					AUTHORIZED BY (SIGNATURE)										DATE										DEFECT					ID NUMBER					NOMENCLATURE					RELEASED FROM INVESTIGATION (SIGNATURE)														
CATEGORY CODE (CIRCLE ONE)					1601										JOB STAT					JON					SHOP SECT					DISPOSITION-REFERENCE					OWNER'S PHONE NO.										REC REF NSN					REMARKS				
CARD TYPE (CIRCLE ONE)					NSN OF ITEM										OR					T-ORIS					WSC					NOMENCLATURE					TAM CN/D NO.																			
ITEM NO.					DESCRIPTION OF WORK										LABOR (HOURS)					MECHANIC (SIGNATURE)					STATUS					CODE					STATUS DATE					NON-SASSY PARTS NOMEN. NSN OR PART NO.					QTY					COST				
CIV. LABOR CHG.					NON-SASSY PARTS CHG.										DATE CLOSED					MIL. LABOR HRS.					CLOSE STAT					NO. UNDER					EOTC					PRIMARY METER READING														
TASK DATA FIELDS					DEFECT 1										TASKS					MAN-HOURS					DEFECT 2					TASKS					MAN-HOURS					DEFECT 3					TASKS					MAN-HOURS				
INSPECTED BY (SIGNATURE)					DATE										OWNER NOTIFIED (NAME)					DATE					DELIVERED TO (SIGNATURE)					DATE																								

**# Defect** enter the code that best describes the maintenance action. Optional for units not supported by MIMMS AIS.

Defect Codes will be located in the UM-4790-5 Ch. 24, Pg 24-3.





ERO NO. 2 3 4 5 6						SERIAL NO. TURNED IN IF DIFFERENT FROM BELOW						ACCEPTED BY (SIGNATURE)						DATE IDRS 7 8 9 10				ORF		ORGANIZATION DOING REPAIRS						DEST. AC 12 13 14 15 16				
REQUEST NO./OLD ERO NO.						OCD				ECH				SERIAL NUMBER						JOB ID		QTY		RDC		ORNING ORGANIZATION								
OWNER AC						AUTHORIZED BY (SIGNATURE)				DATE				DEFECT						ID NUMBER 34 35 36 37 38 39						SIGNATURE								
CATEGORY CODE (CIRCLE ONE) H N P X C D O F K K S						1601				JOB STAT				JON						SHOP SET				RELEASED FROM INVESTIGATION (SIGNATURE)										
DISPOSITION-REFERENCE						OWNER'S PHONE NO.				SEC REP NSN						REMARKS																		
CARD TYPE (CIRCLE ONE) T P LP MAU 3						NSN OF ITEM				OR				T-DRS						WSC		NOMEN.ATURE				TAM CN/D NO.								
16 17 18						7 8 9 10 11				12 13 14 15				16 17 18 19 20 21				22 23 24 25 26 27 28 29 30 31 32 33 34 35		36 37 38 39 40														

**# ID Number Enter the ID Number of the equipment undergoing maintenance.**

**FSMAO Clarification**, SecReps with a Cat. Code "F", "H", and "D" ERO use. Does ID#'s on the ERO get left blank or does the end item ID# used if the SecReps does not have an ID#.  
Response: ID Number is left blank.

CIV. LABOR CHG.						NON-SASSY PARTS CHG.						DATE CLOSED						MIL. LABOR HRS.						CLOSE STAT		NO. UNDER		EOTC		PRIMARY METER READING																							
14 15 16 17 18 19						20 21 22 23 24 25 26 27						28 29 30 31 32 33 34 35 36						37 38		39 40		41 42		43 44 45 46 47																													
TASK DATA FIELDS																																																					
DEFECT 1						TASKS						MAN-HOURS						DEFECT 2						TASKS						MAN-HOURS						DEFECT 3						TASKS						MAN-HOURS					
48 49 50 51 52 53 54						55 56 57						58 59 60 61 62 63 64 65 66 67						68 69 70 71 72 73 74 75 76 77																																			
INSPECTED BY (SIGNATURE)												DATE				OWNER NOTIFIED (NAME)												DATE				DELIVERED TO (SIGNATURE)												DATE									

# **ID NUMBER**

- **Cat. Code “O” ERO’s, ID number will be the same as the first letter of the commodity area TAM. (i.e., B TAM = 00000B ID#)**
- **Cat. Code F, H, & D, a 3 Trans will be submitted (Nomen), this is to assist in determining item undergoing repair.**
- **Cat. Code C, & K, a 3 Trans will be submitted indicating Nomen. Of actual component.**





ERO NO. 2 5 4 6 8	SERIAL NO. TURNED IN IF DIFFERENT FROM BELOW	ACCEPTED BY (SIGNATURE)	DATE (DRS) 7 8 3 10	OFF	ORGANIZATION DOING REPAIRS	DEST. AC 12 13 14 15 16
REQUEST NO./OLD ERO NO.	CCD	ECH	SERIAL NUMBER	JOB NO.	QTY	POD
OWNER AC	21 22 23 24 25	26 27 28 29 30	31 32 33 34 35	36 37 38 39 40 41	42 43	
AUTHORIZED BY (SIGNATURE)	DATE	DEFECT	PR	ID NUMBER	NOMENCLATURE	
44 45 46 47 48	49 50 51 52 53 54 55 56 57 58 59	60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77	SHOP SECT	RELEASED FROM INVESTIGATION (SIGNATURE)		
CATEGORY CODE (CIRCLE ONE) H N P X C D O F K K S	DISPOSITION REFERENCE	OWNER'S PHONE NO.	SEC REP NSN	REMARKS		

**# Category Code (Circle One) Circle the one that describes the category for the equipment. They indicate such things as MARES Reportable, Component of D/L Equip., etc.**

CIV. LABOR CHG.	NON-SASSY PARTS CHG.	DATE CLOSED	MIL. LABOR HRS.	CLOSE STAT	NO. UNSEN	EOTC	PRIMARY METER READING
14 15 16 17 * 18 19	20 21 22 23 24 25 * 26 27	28 29 30 31	32 33 34 35 * 36	37 38	39 40	41	42 43 44 45 46 47
TASK DATA FIELDS							
DEFECT 1	TASKS	MAN-HOURS	DEFECT 2	TASKS	MAN-HOURS	DEFECT 3	TASKS
48 49 50 51 52 53	54 55 56 * 57	58 59 60 61 62 63	64 65 66 * 67	68 69 70 71 72 73	74 75 76 * 77		
INSPECTED BY (SIGNATURE)	DATE	OWNER NOTIFIED (NAME)	DATE	DELIVERED TO (SIGNATURE)	DATE		

# CAT. CODES

➤ **“M”** MARES Reportable, D/L, requiring critical repairs.

\* McBul 3000 contains all MARES equip.

➤ **“N”** MARES or Non-MARES requiring non critical maintenance.

➤ **“P”** Non-MARES, D/L or D/G, requiring critical repairs.

\* P w/DCD = DL  
Degraded

P w/out DCD =



# CONT.

- **“X”** MARES reportable, requiring critical repairs. Does not D/L, but does degrade its operational capability.
- **“C”** Component of an end item which D/L or precludes end item from operating at its full capacity. (Must have “mother” ERO)
  - \* Cat code C is used when component will be returned to owner. F, H, and D = return to reparable issue point.

# CAI. CODES CONT.

- **“D”** Depot level SecReps requiring repairs.
- **“O”** Shop Overhead, PEB items.
- **“F”, “H”** Field level SecReps requiring repairs.
- **“K”** Calibration
- **“S”** SL-3 components for end items.
  - ✓ Components D/L's use codes “M” or “P”.

ERO NO.										SERIAL NO. TURNED IN IF DIFFERENT FROM BELOW										ACCEPTED BY (SIGNATURE)										DATE (DRS)										OFF										ORGANIZATION DOING REPAIRS										DEST. AC																																							
REQUEST NO./OLD ERO NO.										CCD										ECH										SERIAL NUMBER										JOB TO										QTY										POD										OWNING ORGANIZATION																													
OWNER AC										21 22 23 24 25										26 27 28 29 30 31 32 33 34 35										36 37 38 39 40 41 42 43																																																																					
AUTHORIZED BY (SIGNATURE)										DATE										DEFECT										PR										ID NUMBER										NOMENCLATURE																																																	
CATEGORY CODE (CIRCLE ONE)										1601										JOB STAT										JON										SHOP SECT										RELEASED FROM INVESTIGATION (SIGNATURE)																																																	
DISPOSITION-REFERENCE										44 45 46 47 48										49 50 51 52 53 54 55 56 57 58 59										60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77																																																																					
CARD TYPE (CIRCLE ONE)										NSN OF ITEM										OR										WSC										NOMENCLATURE										TAM CN/ID NO.																																																	
ITEM NO.										DESCRIPTION OF WORK										LABOR (HOURS)										MECHANIC (SIGNATURE)										STATUS										CODE										STATUS DATE										NON-SASSY PARTS NOMEN. NSN OR PART NO.										QTY										COST									

61 62



**Job Stat**

(Status) describes the

maintenance status, optional for non MIMMS  
AIS supported units.

Job Status codes can be found in the  
UM-4790-5, Ch 24, Pg 24-5.

CIV. LABOR CHG.										NON-SASSY PARTS										DATE CLOSED										MIL. LABOR CHG.										CLOSE STA. OL. LABER										PRIMARY METER READING																																							
14 15 16 17 18 19										20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35										36 37 38 39 40 41 42 43 44 45 46 47																																																																					
DEFECT 1										TASKS										MAN-HOURS										DEFECT 2										TASKS										MAN-HOURS										DEFECT 3										TASKS										MAN-HOURS									
48 49 50 51 52 53 54 55 56 57										58 59 60 61 62 63 64 65 66 67										68 69 70 71 72 73 74 75 76 77																																																																					
INSPECTED BY (SIGNATURE)										DATE										OWNER NOTIFIED (NAME)										DATE										DELIVERED TO (SIGNATURE)										DATE																																							





EQUIPMENT REPAIR ORDER (ERO) (11240)  
NAYMC 10245 (REV. 10-81) (4-78 and 2-80 Editions will be used)  
SN: 0109-LF-085-2900 U/I: PG OF 100 SE

ERO NO.					SERIAL NO. TURNED IN IF DIFFERENT FROM BELOW										ACCEPTED BY (SIGNATURE)										DATE (DRS)					ORF					ORGANIZATION DOING REPAIRS										DEST. AC																																																	
REQUEST NO./OLD ERO NO.					OCD					ECH					SERIAL NUMBER										JOB ID					QTY					RDC					ORNING ORGANIZATION																																																						
OWNER AC					AUTHORIZED BY (SIGNATURE)										DATE										DEFECT					PR					ID NUMBER					NOMENCLATURE																																																						
CATEGORY CODE (CIRCLE ONE)					1601										JOB STAT					JON										SHOP SE					RELEASED FROM INVESTIGATION (SIGNATURE)																																																											
DISPOSITION-REFERENCE					OWNER'S PHONE NO.										SEC REP NSN										REMARKS																																																																					
CARD TYPE (CIRCLE ONE)					NSN OF ITEM										OR					T-ORIS										WSC					NOMENCLATURE										TAM CN/D NO.																																																	
ITEM NO.					DESCRIPTION OF WORK										LABOR (HOURS)					MECHANIC (SIGNATURE)										STATUS					CODE					STATUS DATE					NON-SASSY PARTS NOMEN. NSN OR PART NO.										QTY					COST																																		
CIV. LABOR CHG.					NON-SASSY PARTS CHG.										DATE CLOSED										MIL. LABOR HRS.										CLOSE STAT					NO. UNDER					EOTC					PRIMARY METER READING																																												
TASK DATA FIELDS					DEFECT 1										TASKS										MAN-HOURS										DEFECT 2										TASKS										MAN-HOURS										DEFECT 3										TASKS										MAN-HOURS									
INSPECTED BY (SIGNATURE)					DATE										OWNER NOTIFIED (NAME)										DATE										DELIVERED TO (SIGNATURE)										DATE																																																	

## Released From Investigation (Signature)

Leave blank. Authorizing individual must ensure all investigation matters are completed prior to authorizing for CM.





ERO NO.					SERIAL NO. TURNED IN IF DIFFERENT FROM BELOW										ACCEPTED BY (SIGNATURE)										DATE (DRIS)					ORF					ORGANIZATION DOING REPAIRS										DEST. AC																																																	
REQUEST NO./OLD ERO NO.					OCD					ECH					SERIAL NUMBER										JOB NO					QTY					RDC					ORNING ORGANIZATION																																																						
OWNER AC					AUTHORIZED BY (SIGNATURE)										DATE										DEFECT										ID NUMBER					NOMENCLATURE																																																						
CATEGORY CODE (CIRCLE ONE)					1601										JOB STAT										JON										SHOP SECT					RELEASED FROM INVESTIGATION (SIGNATURE)																																																						
DISPOSITION-REFERENCE					OWNER'S PHONE NO.										SEC REP NSN										REMARKS																																																																					
CARD TYPE (CIRCLE ONE)					NSN OF ITEM										OR										WSC										NOMENCLATURE										TAM CN/D NO.																																																	
ITEM NO.					DESCRIPTION OF WORK										LABOR (HOURS)										MECHANIC (SIGNATURE)										STATUS					CODE					STATUS DATE					NON-SASSY PARTS NOMEN. NSN OR PART NO.										QTY					COST																													
CIV. LABOR CHG.					NON-SASSY PARTS CHG.										DATE CLOSED										MIL. LABOR HRS.										CLOSE STAT					NO. UNDER					EOTC					PRIMARY METER READING																																												
TASK DATA FIELDS					DEFECT 1										TASKS										MAN-HOURS										DEFECT 2										TASKS										MAN-HOURS										DEFECT 3										TASKS										MAN-HOURS									
INSPECTED BY (SIGNATURE)					DATE										OWNER NOTIFIED (NAME)										DATE										DELIVERED TO (SIGNATURE)										DATE																																																	

**# Owner's Phone No. Individual to be notified when equipment is ready for pickup.**





ERO NO.					SERIAL NO. TURNED IN IF DIFFERENT FROM BELOW										ACCEPTED BY (SIGNATURE)										DATE (DDMMYY)					ORF					ORGANIZATION DOING REPAIRS										DEST. AC																																																																																																																																	
REQUEST NO./OLD ERO NO.					OCD					ECH					SERIAL NUMBER										JOB ID					QTY					RCD					ORIGIN ORGANIZATION																																																																																																																																						
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CATEGORY CODE (CIRCLE ONE)					1601										JOB STAT					JON										SHOP SECT					RELEASED FROM INVESTIGATION (SIGNATURE)																																																																																																																																											
DISPOSITION-REFERENCE					OWNER'S PHONE NO.										SEC REP NSN										REMARKS										TAM CHG NO.																																																																																																																																											
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ITEM NO.					DESCRIPTION OF WORK										LABOR (HOURS)					MECHANIC (SIGNATURE)										STATUS					CODE					STATUS DATE					NON-SASSY PARTS					QTY					COST																																																																																																																							
CIVIL LABOR CHG.					NON-SASSY PARTS CHG.										DATE CLOSED										MIL. LABOR HRS.										CLOSE STAT					NO. UNDER					EOTC					PRIMARY METER READING																																																																																																																												
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INSPECTED BY (SIGNATURE)										DATE										OWNER NOTIFIED (NAME)										DATE										DELIVERED TO (SIGNATURE)										DATE																																																																																																																												

**Remarks** Preparing/Maintenance enters any other information considered appropriate.

**Required entry:** When EOT Indicator is replaced, the **OLD** and **NEW** hour meter readings will be placed in this block.





ERO NO.					SERIAL NO. TURNED IN IF DIFFERENT FROM BELOW										ACCEPTED BY (SIGNATURE)										DATE (DRIS)					ORF					ORGANIZATION DOING REPAIRS										DEST. AC																								
REQUEST NO./OLD ERO NO.					OCD					ECH					SERIAL NUMBER										JOB ID					QTY					RDC					ORNING ORGANIZATION																													
OWNER AC					AUTHORIZED BY (SIGNATURE)										DATE										DEFECT										ID NUMBER					NOMENCLATURE																													
CATEGORY CODE (CIRCLE ONE)					1601										JOB STAT										JON										SHOP SECT					RELEASED FROM INVESTIGATION (SIGNATURE)																													
DISPOSITION-REFERENCE					OWNER'S PHONE NO.										SEC REP NSN										REMARKS																																												
CARD TYPE (CIRCLE ONE)					NSN OF ITEM										OR										T-DRS										NOMENCLATURE										TAM CN/D NO.																								
ITEM NO.					DESCRIPTION OF WORK										(HOURS)										(SIGNATURE)										STATUS					CODE					STATUS DATE					NON-SASSY PARTS NOMEN. NSN OR PART NO.										QTY					COST				
LABOR CHG.					NON-SASSY PARTS CHG.										DATE CLOSED										MIL. LABOR HRS.										CLOSE STAT					NO. UNDER					EOTC					PRIMARY METER READING																			
DEFECT 1					TASKS										BODY/HOURS										DEFECT 2										TASKS										BODY/HOURS					DEFECT 3					TASKS														
INSPECTED BY (SIGNATURE)					DATE										OWNER NOTIFIED (NAME)										DATE										DELIVERED TO (SIGNATURE)										DATE																								

**NSN of Item Maint.** Enters the NSN for the "3" trans. May be left blank when not required. Leave blank for Cat. Code "C". Cat. Codes "F", "H", or "D" when ID# is blank or SecRep ID not in the MIMMS ID Standards File, NSN of SecRep is a required entry.





ERO NO.										SERIAL NO. TURNED IN IF DIFFERENT FROM BELOW										ACCEPTED BY (SIGNATURE)										DATE (DRS)										OFF										ORGANIZATION DOING REPAIRS										DEST. AC																													
REQUEST NO./OLD ERO NO.										CCD										ECH										SERIAL NUMBER										JOB TO										QTY										RCD										OWNING ORGANIZATION																			
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CARD TYPE (CIRCLE ONE)										NSN OF ITEM										OR										T-ORIS										WSC										NOMENCLATURE										TAM CN/ID NO.																																																																																																																																																																																																																																																																																																																																									
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ITEM NO.										DESCRIPTION OF WORK										LABOR (HOURS)										MECHANIC (SIGNATURE)										STATUS										CODE										STATUS DATE										NON-SASSY PARTS NOMEN. NSN OR PART NO.										QTY										COST									
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**WSC** (Weapon System Code) When applicable, Maint will enter the WSC for a "T" Trans. Cat. Code "C" use end item WSC.

Found in the current edition of the McBu1 3000.

CITY										COUNTRY										DATE										TIME										LABOR HRS										CLOCK STAT										NO. LENSES										EDUC										PRIMARY METER READ NO.																																																																																																																																																																																																																																																																			
14										15										16										17										18										19										20										21										22										23										24										25										26										27										28										29										30										31										32										33										34										35										36										37										38										39										40										41										42										43										44										45										46										47									
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48										49										50										51										52										53										54										55										56										57										58										59										60										61										62										63										64										65										66										67										68										69										70										71										72										73										74										75										76										77																																																	
INSPECTED BY (SIGNATURE)										DATE										OWNER NOTIFIED (NAME)										DATE										DELIVERED TO (SIGNATURE)										DATE																																																																																																																																																																																																																																																																																																	



ERO NO.										SERIAL NO. TURNED IN IF DIFFERENT FROM BELOW										ACCEPTED BY (SIGNATURE)										DATE (DRS)										OFF										ORGANIZATION DOING REPAIRS										DEST. AC																			
REQUEST NO./OLD ERO NO.										OCD										ECH										SERIAL NUMBER										JOB TO										QTY										POD										OWNING ORGANIZATION									
OWNER AC										21 22 23 24 25										26 27 28 29 30 31 32 33 34 35										36 37 38 39 40 41 42 43																																																	
AUTHORIZED BY (SIGNATURE)										DATE										DEFECT										PR										ID NUMBER										NOMENCLATURE																													
44 45 46 47 48																				49 50 51 52 53 54 55 56 57 58 59																																																											
CATEGORY CODE (CIRCLE ONE)										JOB STAT										JON										SHOP SECT										RELEASED FROM INVESTIGATION (SIGNATURE)																																							
H N P X C D O F K K S										61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77																																																																					
DISPOSITION-REFERENCE										OWNER'S PHONE NO.										SEC REP NSN										REMARKS																																																	
CARD TYPE (CIRCLE ONE)										NSN OF ITEM										OR										T-ORIS										WSC										NOMENCLATURE										SYM CN/ID NO.																			
T P LP MAU 3										7 8 9 10 11 12 13 14 15 16 17 18 19 20 21																																																																					

**Nomenclature** Enter the Nomen. for the "3" Trans. For Cat. Code "C" & "K," change the Nomen. to that of the component. For Cat Codes F, H, or D: SecRep ID# not loaded to the Standards File, SecRep Nomen is a required entry.

14 15 16 17 18 19										20 21 22 23 24 25 26 27										28 29 30 31 32 33 34 35 36 37										38 39 40 41 42 43 44 45 46 47																																																											
TASK DATA FIELDS																																																																																									
DEFECT 1										TASKS										MAN-HOURS										DEFECT 2										TASKS										MAN-HOURS										DEFECT 3										TASKS										MAN-HOURS									
48 49 50 51 52 53 54 55 56 57										58 59 60 61 62 63 64 65 66 67										68 69 70 71 72 73 74 75 76 77																																																																					
INSPECTED BY (SIGNATURE)										DATE										OWNER NOTIFIED (NAME)										DATE										DELIVERED TO (SIGNATURE)										DATE																																							





**QUESTIONS**  
**?**

# QUESTIONS TO YOU!

**Q. Where can you find the definitions of all the defect codes on the ERO?**

**A. UM-4790-5, Chapter 24, Pg. 24-3.**

# QUESTIONS TO YOU!

**Q. Which Category Code will be circled for an item of equipment that is not MARES reportable, but is degraded requiring critical repair?**

**A. P without a DCD.**



**BREAK!!!**



[illegible]

EQUIPMENT REPAIR ORDER (ERO) (11240)  
NAVJMC 10245 (REV. 10-81) (4-78 and 2-80 Editions will be used)  
SN: 0109-LF-083-2900 U/I: PG OF 100 58

ORIGINAL



# DESCRIPTION OF WORK

- Entry of the Defect Codes is also required for each task entered, I.E. (b52), (X34), or (M07).
- Defect Codes will not be used for each individual task for a PMCS ERO.
- Priority upgrades, Signature and Date, Signature will go in the Mechanic (signature) field. Line out original signature







ERO NO.										SERIAL NO. TURNED IN IF DIFFERENT FROM										ACCEPTED BY (SIGNATURE)										DATE (DRS)					OFF					ORGANIZATION DOING REPAIRS										DEST. AC																																							
REQUEST NO.										EQUIPMENT NO.										JOB NO.										DATE					OFF					ORGANIZATION DOING REPAIRS										DEST. AC																																							
OWNER AC										AUTHORIZED BY (SIGNATURE)										DATE										DEFECT					ID NUMBER					NOMENCLATURE										REMARKS																																							
CATEGORY CODE										JOB STATUS										DATE										DEFECT					ID NUMBER					NOMENCLATURE										REMARKS																																							
DISPOSITION-REFERENCE										OWNER'S PHONE NO.										SEC REP NSN										REMARKS					NOMENCLATURE										TAM CN/ID NO.																																												
ITEM NO.										DESCRIPTION OF WORK										LABOR (HOURS)										MECHANIC (SIGNATURE)										STATUS					CODE					STATUS DATE					NON-SASSY PARTS NOMEN. NSN OR PART NO.										QTY					COST																			
CIV. LABOR CHG.										NON-SASSY PARTS CHG.										DATE CLOSED										MIL. LABOR CHG.										CLOSE STAT					NO. UNSEN					EOTC					PRIMARY METER READING																																		
DEFECT 1										TASKS										MAN-HOURS										DEFECT 2										TASKS										MAN-HOURS										DEFECT 3										TASKS										MAN-HOURS									
INSPECTED BY (SIGNATURE)										DATE										OWNER NOTIFIED (NAME)										DATE										DELIVERED TO (SIGNATURE)										DATE																																							

Mechanic (Signature) person repairing defect will sign after correction of defect. (Senior mechanic)













**Civ Labor Chg** Enter the total civilian labor charge to the nearest cent. Cents go in CC's 18-19.



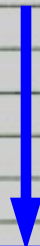






ERO NO.					SERIAL NO. TURNED IN IF DIFFERENT FROM BELOW										ACCEPTED BY (SIGNATURE)										DATE (DRS)					OFF					ORGANIZATION DOING REPAIRS										DEST. AC									
REQUEST NO./OLD ERO NO.					CCD					ECH					SERIAL NUMBER										JOB TO					QTY					POD					OWNING ORGANIZATION														
OWNER AC					21 22 23 24 25					26 27 28 29 30					31 32 33 34 35					36 37 38 39 40					41 42 43																													
AUTHORIZED BY (SIGNATURE)					DATE					DEFECT					PR					ID NUMBER					NOMENCLATURE																													
CATEGORY CODE (CIRCLE ONE)					1601					JOB STAT					JON					SHOP SECT					RELEASED FROM INVESTIGATION (SIGNATURE)																													
DISPOSITION-REFERENCE					OWNERS PHONE NO.					SEC REP NSN					REMARKS																																							
CARD TYPE (CIRCLE ONE)					NSN OF ITEM					OR					T-ORIS					WSC					NOMENCLATURE					TAM CN/ID NO.																								
T					16 17 18 19 20					21 22 23 24 25					26 27 28 29 30					31 32 33 34 35					36 37 38 39 40																													

**Mil Labor Hrs Enter the total military hours to the nearest one-tenth of an hour, tenths will be in CC 36.**



CIV. LABOR CHG.					NON-SASSY PARTS CHG.										DATE CLOSED					MIL. LABOR HRS.					LOSE STAT					NO. UNSEN					EOTC					PRIMARY METER READING																			
14 15 16 17 18 19					20 21 22 23 24 25 26 27										28 29 30 31					32 33 34 35 36					37 38 39 40					41 42 43 44 45 46 47																													
TASK DATA FIELDS																																																											
DEFECT 1					TASKS					MAN-HOURS					DEFECT 2					TASKS					MAN-HOURS					DEFECT 3					TASKS					MAN-HOURS																			
48 49 50 51 52 53					54 55 56 57					58 59 60 61 62 63					64 65 66 67					68 69 70 71 72 73					74 75 76 77																																		
INSPECTED BY (SIGNATURE)															DATE					OWNER NOTIFIED (NAME)															DATE					DELIVERED TO (SIGNATURE)															DATE				













# Primary Meter Reading

- **UM-4790-5, Ch. 24, Pg 24-41, Master Equipment File (MEF) Error Codes, error code “a”, Para. (b) states the reason for use of X34 as defect code for EOTC replace.**  
***“Defect code X34 allows the MEF meter reading to be overlaid with the corrected reading entered on the updated transaction.”***
- \* When the EOT Indicator has been replaced, one of the defect codes must be X34.**



# TASK DATA FIELDS

- Maintenance section enters to accumulate maintenance history.
- Every effort made to record Def 1, Def 2, and Def 3.
- No entry required when repairs are conducted and recorded on:
  - ✓ Higher EOM ERO
  - ✓ Commercial activity by contract

ERO NO. 2 5 4 8 6	SERIAL NO. TURNED IN IF DIFFERENT FROM BELOW	ACCEPTED BY (SIGNATURE)	DATE (DRS) 7 8 2 10	OFF	ORGANIZATION DOING REPAIRS	DEST. AC 12 13 14 15 16
REQUEST NO./OLD ERO NO.	CCD	ECH	SERIAL NUMBER 26 27 28 29 30 31 32 33 34 35	JOB NO	QTY	POD
OWNER AC	21 22 23 24 25	AUTHORIZED BY (SIGNATURE)	DATE 36 37 38 39 40 41 42 43	DEFECT	PR	ID NUMBER
44 45 46 47 48	CATEGORY CODE (CIRCLE ONE)	1601	JOB STAT	JON	SHOP SECT	RELEASED FROM INVESTIGATION (SIGNATURE)

# **Task Data Fields (Defect 1, 2, 3) Enter the defect codes.**

When more than three defects are corrected, the three most prominent ones will be entered. EOT Indicator is considered a prominent one. If a PMCS is completed during CM this must also be entered.

CIV. LAB. HRS.	NON-SASSY PARTS CHG.	TIME CLOSED	MIL. LABOR HRS.	CLOSE	NO. UNSEN	EOTC	PRIMARY METER READING
14 15 16 17 18	19 20 21 22 23 24 25 26 27	28 29 30 31	32 33 34 35 36	37 38 39 40	41 42 43 44 45 46 47		
TASK DATA FIELDS							
DEFECT 1		TASKS		MAN-HOURS		DEFECT 2	
48 49 50	51 52 53 54 55 56 57	58 59 60	61 62 63 64 65 66 67	68 69 70	71 72 73 74 75 76 77	DEFECT 3	
TASKS		MAN-HOURS		TASKS		MAN-HOURS	
48 49 50		51 52 53 54 55 56 57		58 59 60		61 62 63 64 65 66 67	
68 69 70		71 72 73 74 75 76 77		78 79 80		81 82 83 84 85 86 87	
INSPECTED BY (SIGNATURE)		DATE		OWNER NOTIFIED DATE		DATE	





EQUIPMENT REPAIR ORDER (ERO) (11340)  
NAYMC 10245 (REV. 10-81) (4-78 and 2-80 Editions will be used)  
SN: 0109-LF-083-2900 U/I: PG OF 100 SE

**Inspected by (Signature), and Date**  
**Person who performed the Quality Control inspection will sign and enter a Julian date.**





ERO NO.										SERIAL NO. TURNED IN IF DIFFERENT FROM BELOW										ACCEPTED BY (SIGNATURE)										DATE (DRS)										OFF										ORGANIZATION DOING REPAIRS										DEST. AC																													
REQUEST NO./OLD ERO NO.										CCD										ECH										SERIAL NUMBER										JOB TO										QTY										RCD										OWNING ORGANIZATION																			
OWNER AC										21 22 23 24 25										26 27 28 29 30										31 32 33 34 35										36 37 38 39 40										41 42 43																																							
AUTHORIZED BY (SIGNATURE)										DATE										DEFECT										PR										ID NUMBER										NOMENCLATURE																																							
44 45 46 47 48																				49 50 51 52 53										54 55 56 57 58										59 60 61 62 63										64 65 66 67 68										69 70 71 72 73										74 75 76 77																			
CATEGORY CODE (CIRCLE ONE)										JOB STAT										JON																				SHOP SECT										RELEASED FROM INVESTIGATION (SIGNATURE)																																							
DISPOSITION-REFERENCE										OWNER'S PHONE NO.										SEC REP NSN																				REMARKS																																																	

CARD TYPE (CIRCLE ONE)										NSN OF ITEM										OR										T-ORIS										WSC										NOMENCLATURE										TAM CN/ID NO.																																																	
T										P LP MAU										3										7 8 9 10 11										12 13 14 15										16 17 18 19										20 21 22 23 24										25 26 27 28 29										30 31 32 33 34										35 36 37 38 39										40									

ITEM NO.	DESCRIPTION OF WORK	LABOR (HOURS)	MECHANIC (SIGNATURE)	STATUS	CODE	STATUS DATE	NON-SASSY PARTS NOMEN. NSN OR PART NO.	QTY	COST
----------	---------------------	---------------	----------------------	--------	------	-------------	--	-----	------

**Delivered To (Signature) and Date**  
 Individual from the preparing activity who is authorized to receipt for the equipment upon completion of the repairs.

CIV. LABOR CHG.										NON-SASSY PARTS CHG.										DATE CLOSED										MIL. LABOR HRS.										CLOSE STAT										NO. UNSEN										EOTC										PRIMARY METER READING									
14 15 16 17 18 19										20 21 22 23 24 25 26 27										28 29 30 31										32 33 34 35 36 37										38 39 40										41 42 43 44 45 46 47																													

TASK DATA FIELDS																																																											
DEFECT 1			TASKS			MAN-HOURS			DEFECT 2			TASKS			MAN-HOURS			DEFECT 3			TASKS			MAN-HOURS																																			
48 49 50			51 52 53			54 55 56 57			58 59 60			61 62 63			64 65 66 67			68 69 70			71 72 73			74 75 76																																			
INSPECTED BY (SIGNATURE)										DATE										OWNER NOTIFIED (NAME)										DATE										DELIVERED TO (SIGNATURE)										DATE									



# FILING AND DISPOSITION

- **White Copy**: Used to update the equipments records and becomes part of the record.
  - ✓ Minimum of 1 year from close out.
  - ✓ Exceeds 1 year, retain the most recent.
  - ✓ Batch ERO retain in one of the specific ID numbers record jacket.

# FILING AND DISPOSITION

- Pink Copy: Used to update white and close in MIMMS AIS.
  - ✓ Destroy once all is updated

# DISPOSITION CONT.

- Green Copy: Used as the working copy for maintenance not having custody of owning units records.
  - ✓ Used to update white. Retention is optional.
- \* If Maint. has custody of owning unit records, GRN will not be retained.
- \* If Maint. Elects to use white as working copy, use of the GRN not required.



# DISPOSITION CONT.

- **Yellow Copy**: Used as owner receipt, after white is signed by maint. No more than one ERO will serve as receipt.
  - ✓ Maint. accepts equipment, give to owner as receipt.
  - ✓ Yellow is returned once all repairs are completed.
  - ✓ White returned to owner, destroy yellow copy.

# ***ADDITIONAL INSTRUCTIONS***

- **An open ERO must exist at the evacuating EOM (2<sup>nd</sup>) and the next higher EOM (3<sup>rd</sup>).**
- **Maint. with more than authorized EOM 2<sup>nd</sup> or higher, record all actions on lowest ERO.**

# ***ADDITIONAL INSTRUCTIONS CONT.***

- **Record PMCS actions on the PMCS ERO.**
- **PMCS completed as far as practical, close PMCS ERO and complete PM on separate CM ERO.**
- **CM ERO exist, PMCS may be recorded on CM ERO, only when CM can be closed after PMCS is completed.**



# **ADDITIONAL INSTRUCTIONS CONT.**

- **Maintenance on equipment that a deferred ERO has been submitted may be performed on it as the authorizing document.**
- ✓ **Deferred ERO is an ERO inducted into maintenance allowing for requisitioning of parts. Will not be D/L.**

# UNIT RECALL

- **Accepted for Unit Recall:**
  - ✓ **Maint. will hold all copies of the ERO.**
  - ✓ **Requesting unit will hold operable equipment.**
- **Local procedures must be established for accountability of equip. and use of yellow copy as a receipt.**
- **Maint will open ERO in MIMMS AIS w/Job Stat Unit Recall.**

# ***ADDITIONAL INSTRUCTIONS CONT***

## **Cat Code M, or P w/DCD**

- **Only one ERO will be opened for deadlined equipment at each EOM.**
- **Active ERO's previously used as deadlined will not be upgraded to deadlined or degraded.**



# ***UNIT RECALL CONT.***

- **Schedule equipment into maintenance as soon as possible when all materials are received.**
  - ✓ **If not available, the job status will be changed to Awaiting Equipment.**
  - ✓ **When maintenance section is the IMA, owning unit will still show Unit Recall until End item is physically returned to IMA.**
    - **Once returned, owning unit will run EVAC HECH.**

# ***ADDITIONAL INSTRUCTIONS CONT.***

- **Prepare ERO for each item requiring maintenance.**
- **May be batched, but must have same ID#.**
- **Cannot batch for PMCS, CM, or Urgent mods. (NMCS)**

# ***ADDITIONAL INSTRUCTIONS CONT.***

- **When Maint is performed by other services, maintain:**
  - ✓ **A copy of the form**
  - ✓ **Transcription on an ERO (all available required info)**
    - \* **Key info entered into MIMMS AIS**
    - \* **Filed and maintained same as ERO**
- **Qty of info. On a ERO exceeds space on one sheet, additional sheets will be used, listing the ERO#, Serial#.**
  - ✓ **When closed, complete 1<sup>st</sup> page.**



# ***NOTE***

- **CRITICAL PARTS** are parts or SecReps that preclude equipment from performing its intended mission.
  - ✓ Requires 2<sup>nd</sup> through 5<sup>th</sup> EOM
- **NON-CRITICAL PARTS** are parts that affect equipment's ability to perform its intended mission but do not deadline.

# ***DEADLINED ERO'S***

## **Critical repairs that D/L PEI**

- **Use Cat Code “M” w/DCD for MARES reportable equipment.**
- **Use Cat Code “P” w/DCD for Non-MARES reportable equipment.**

# ***DEADLINED ERO'S CONT.***

- **No longer deadlined, remove from DL as follows:**
  - ✓ **All repairs completed - Close ERO.**
  - ✓ **All repairs not complete - Downgrade Cat Code.**



# ***DEGRADED ERO'S***

**Cat Code X or P w/out DCD**

- **Only one degraded ERO at each EOM.**
- **Active ERO's previously used as degraded will not be upgraded to degraded or deadlined.**

# ***DEGRADED ERO'S CONT.***

## **Critical repairs, but not deadlined**

- **Use Cat Code X on MARES reportable equipment.**
- **Use Cat Code P w/out DCD for Non-MARES reportable equipment.**

# ***DEGRADED ERO'S CONT.***

- **No longer degraded, remove from degraded as follows:**
  - ✓ **All repairs completed - Close ERO**
  - ✓ **All repairs not complete - Downgrade Cat Code/Pri.**

# ***CAT CODE “0”***

➤ **Will allow for ordering shop requirements:**

✓ **PEB**

✓ **Lubricants**

✓ **Shop supplies**



## ***CAT CODE “S”***

- **Allows for ordering SL-3 components.**
- **If SL-3 component deadlines equipment, use the Cat Code of “M” or “P” ERO that deadlines the equipment.**

## ***CAT CODE “C”***

- **Allows unit to EVAC major components of an end item to maint shops:**
  - **At the same EOM**
  - **Higher.**
- **Allows to inter-shop end items at the same EOM w/ Cat Codes “M”, “P”, or “N” ERO’s opened.**

# ***ADDITIONAL INSTRUCTIONS CONT.***

- **Equipment is deadlined (Not Mission Capable) when it cannot perform its designated combat mission.**
- **Routine maintenance does not deadline equipment.**
- **Owning unit responsible for determining status (adding, changing, or deleting)**

# ***3 D/L STATUSES***

- **Not Mission Capable Maintenance (NMCM)**
- **Not Mission Capable Supply (NMCS)**
- **Not Mission Capable Transit (NMCT)**



# ***NOTE***

- **FED-LOG lists Combat Essentiality Codes (CEC)**
  - ✓ **CEC of “5” is a part that renders the MARES reportable end item Deadlined/Degraded.**
  - ✓ **CEC of “6” is a part that renders the Non-MARES reportable end item degraded.**

## ***NOTE CONT.***

- **TM-4700-15/1H, Ch. 2, Pg. 2-2-24 indicates the appropriate UND that must be used for assignment of priorities to Category Codes.**

***QUESTIONS***

***?***

# ***QUESTIONS TO YOU!!!***

**Q. What is meant by the term “Critical Parts”?**

**A. Parts or SecReps that precludes equipment from performing its intended mission.**

**Q. What are the 3 deadline statuses?**

**A. NMCM, NMCS, NMCT**





**BREAK!!!**

**NAVMC 10925**

**ERO  
SHOPPING/TRANSACTION  
LIST  
(EROSL)**

## ERO SHOPPING/TRANSACTION LIST

ERO NO.

UNIT \_\_\_\_\_ DATE \_\_\_\_\_ MAINT. \_\_\_\_\_ DATE / INIT. \_\_\_\_\_ SUPPLY-IP \_\_\_\_\_ DATE / INIT. \_\_\_\_\_ DATA CLERK \_\_\_\_\_ DATE / INIT. \_\_\_\_\_

ARTERIAL USAGE CODE: 6 7 8 9

## SHOP SECTION

**FOUND IN TM-4700-15/1H, CH. 2, PG. 2-3-1, AND UM-4400-124, PART III, SECTION 9**

C. \_\_\_\_\_ F. \_\_\_\_\_ L. \_\_\_\_\_ L. \_\_\_\_\_ O. \_\_\_\_\_ R. \_\_\_\_\_

[illegible]

# PURPOSE

- **Has dual purposes.**
  - ✓ **ERO Shopping List**
  - ✓ **MIMMS Data input form**
- **EROSL is used in conjunction with the ERO to.**
  - ✓ **Requisition**
  - ✓ **Receipt for**
  - ✓ **Cancel**
  - ✓ **Record partial issues**
- \* **Simplifies data input for all MIMMS transactions.**



# CONFIGURATION N

## ➤ Configuration.

- ✓ 100 sheets to a pad.
- ✓ Self-carbonized to permit a number of copies.
  - As directed by MMSOP
  - Normally it is three copies (UM-4400-124)
- ✓ Front and back covers are templates.
- \* Refer to the UM 4790-5 for all MIMMS input transactions.

# RESPONSIBILITIES

## ➤ **ERO holder initiates:**

- ✓ **ERO number**
- ✓ **Unit**
- ✓ **Date**
- ✓ **Initials**
- ✓ **Date personnel prepared EROSL**
- ✓ **Circle the correct Material Usage Code.**
- ✓ **Shop Section.**
- ✓ **Source Reference.**

**GET OUT YOUR  
NAVMC 10925 SO  
WE CAN GO OVER  
THE  
PREPARATION  
INSTRUCTIONS.**

# HEADER SECTION

NAYMC 10925 (REV. 6-86)

(2-79 AND 6-82 EDITIONS WILL BE USED UNTIL SUPPLY IS EXHAUSTED)

SN: 0000-00-006-4885 U/I: PADS OF 100 SHEETS

## ERO SHOPPING/TRANSACTION LIST

ERO NO.

UNIT \_\_\_\_\_ DATE \_\_\_\_\_ MAINT. \_\_\_\_\_ DATE / INIT. SUPPLY-IP \_\_\_\_\_ DATE / INIT. DATA CLERK \_\_\_\_\_ DATE / INIT.

MATERIAL USAGE CODE: 6 7 8 9 SHOP SECTION \_\_\_\_\_

A. \_\_\_\_\_ D. \_\_\_\_\_ G. \_\_\_\_\_ J. \_\_\_\_\_ M. \_\_\_\_\_ P. \_\_\_\_\_

B. \_\_\_\_\_ E. \_\_\_\_\_ H. \_\_\_\_\_ K. \_\_\_\_\_ N. \_\_\_\_\_ Q. \_\_\_\_\_

C. \_\_\_\_\_ F. \_\_\_\_\_ I. \_\_\_\_\_ L. \_\_\_\_\_ O. \_\_\_\_\_ R. \_\_\_\_\_

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80

**ERO** Enter the ERO number assigned to the equipment that requires parts to be requisitioned.



# ERO SHOPPING/TRANSACTION LIST

ERO NO.

UNIT \_\_\_\_\_ DATE \_\_\_\_\_ MAINT. \_\_\_\_\_ DATE / INIT. SUPPLY-IP \_\_\_\_\_ DATE / INIT. DATA CLERK \_\_\_\_\_ DATE / INIT.

MATERIAL USAGE CODE: 6 7 8 9 SHOP SECTION \_\_\_\_\_

A. \_\_\_\_\_ D. \_\_\_\_\_ G. \_\_\_\_\_ J. \_\_\_\_\_ M. \_\_\_\_\_ P. \_\_\_\_\_  
B. \_\_\_\_\_ E. \_\_\_\_\_ H. \_\_\_\_\_ K. \_\_\_\_\_ N. \_\_\_\_\_ Q. \_\_\_\_\_  
C. \_\_\_\_\_ I. \_\_\_\_\_ L. \_\_\_\_\_ O. \_\_\_\_\_ R. \_\_\_\_\_

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80

**UNIT** Enter the name of the section requesting the parts.



ERO SHOPPING/TRANSACTION LIST

ERO NO. \_\_\_\_\_

UNIT \_\_\_\_\_ DATE \_\_\_\_\_ M. INT. \_\_\_\_\_ DATE / INIT. SUPPLY-IP \_\_\_\_\_ DATE / INIT. DATA CLERK \_\_\_\_\_ DATE / INIT.

MATERIAL USAGE CODE: 6 7 8 9 SHOP SECTION \_\_\_\_\_

A. \_\_\_\_\_ D. \_\_\_\_\_ G. \_\_\_\_\_ J. \_\_\_\_\_ M. \_\_\_\_\_ P. \_\_\_\_\_  
B. \_\_\_\_\_ E. \_\_\_\_\_ H. \_\_\_\_\_ K. \_\_\_\_\_ N. \_\_\_\_\_ Q. \_\_\_\_\_  
C. \_\_\_\_\_ F. \_\_\_\_\_ I. \_\_\_\_\_ L. \_\_\_\_\_ O. \_\_\_\_\_ R. \_\_\_\_\_

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80

**DATE** Enter the Julian date the EROSL was prepared.



## ERO SHOPPING/TRANSACTION LIST

ERO NO.

UNIT \_\_\_\_\_ DATE \_\_\_\_\_ MAINT. \_\_\_\_\_ DATE / INIT. \_\_\_\_\_ SUPPLY-IP \_\_\_\_\_ DATE / INIT. \_\_\_\_\_ DATA CLERK \_\_\_\_\_ DATE / INIT. \_\_\_\_\_

MATERIAL USAGE CODE: 6 7 8 9 SHOP SECTION \_\_\_\_\_

A. \_\_\_\_\_ D. \_\_\_\_\_ G. \_\_\_\_\_ J. \_\_\_\_\_ M. \_\_\_\_\_ P. \_\_\_\_\_

B. \_\_\_\_\_ E. \_\_\_\_\_ H. \_\_\_\_\_ K. \_\_\_\_\_ N. \_\_\_\_\_ O. \_\_\_\_\_

C. \_\_\_\_\_ F. \_\_\_\_\_ I. \_\_\_\_\_ L. \_\_\_\_\_

**MAINT. DATE/INIT Required initials of the individual authorized to approve the requisition.**

UM-4400-124, Part III, Section 9, Pg. 3-9-11, states enter the date and initials of the mechanic who is performing the repairs and is authorized for the priority indicated.



**ERO SHOPPING/TRANSACTION LIST**

ERO NO. \_\_\_\_\_

UNIT \_\_\_\_\_ DATE \_\_\_\_\_ MAINT. \_\_\_\_\_ DATE / INIT. **SUPPLY-IP** \_\_\_\_\_ DATE / INIT. DATA CLERK \_\_\_\_\_ DATE / INIT.

MATERIAL USAGE CODE: **6 7 8 9** SHOP SECTION \_\_\_\_\_

A. _____	D. _____	G. _____	J. _____	M. _____	P. _____
B. _____	E. _____	H. _____	K. _____	N. _____	Q. _____
C. _____	F. _____	I. _____	L. _____	O. _____	R. _____

**SUPPLY-IP DATE/INIT** Supply section  
Enters the date and initials of the  
Person receiving the EROSL.



**ERO SHOPPING/TRANSACTION LIST**

ERO NO.

UNIT \_\_\_\_\_ DATE \_\_\_\_\_ MAINT. \_\_\_\_\_ DATE / INIT. SUPPLY-IP \_\_\_\_\_ DATE / INIT. DATA CLERK \_\_\_\_\_ DATE / INIT.

MATERIAL USAGE CODE: 6 7 8 9

SHOP SECTION \_\_\_\_\_

**DATA CLERK DATE/INIT** Supply section enters the initials and date verifying that all transactions have posted to the DTL.

Supply section will check each transaction w/ the DTL that have no errors.

Supply section will correct each transaction w/ the DTL that have Non-Critical/Critical errors or mistakes per MMSOP.

Supply section will research transactions on the DTL and take corrective action per the MMSOP



## ERO SHOPPING/TRANSACTION LIST

ERO NO.

UNIT \_\_\_\_\_ DATE \_\_\_\_\_ MAINT. \_\_\_\_\_ DATE / INIT. SUPPLY-IP \_\_\_\_\_ DATE / INIT. DATA CLERK \_\_\_\_\_ DATE / INIT.

MATERIAL USAGE CODE: 6 7 8 9

SHOP SECTION \_\_\_\_\_

A. \_\_\_\_\_ D. \_\_\_\_\_ G. \_\_\_\_\_ J. \_\_\_\_\_ M. \_\_\_\_\_ P. \_\_\_\_\_

B. \_\_\_\_\_ E. \_\_\_\_\_ H. \_\_\_\_\_ K. \_\_\_\_\_ N. \_\_\_\_\_ Q. \_\_\_\_\_

C. \_\_\_\_\_ F. \_\_\_\_\_ I. \_\_\_\_\_ L. \_\_\_\_\_ O. \_\_\_\_\_ R. \_\_\_\_\_

**MATERIAL USAGE CODE ERO Holder**  
circles the appropriate code. Must  
match what is listed in CC 37.

**6 = SL-3 Components**

**7 = Corrective Maintenance**

**8 = Modification Instruction**

**9 = Preventive Maintenance**



ERO SHOPPING/TRANSACTION LIST

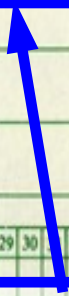
ERO NO. \_\_\_\_\_

UNIT \_\_\_\_\_ DATE \_\_\_\_\_ MAINT. \_\_\_\_\_ DATE / INIT. SUPPLY-IP \_\_\_\_\_ DATE / INIT. DATA CLERK \_\_\_\_\_ DATE / INIT.

MATERIAL USAGE CODE: 6 7 8 9 SHOP SECTION \_\_\_\_\_

A. \_\_\_\_\_ D. \_\_\_\_\_ G. \_\_\_\_\_ J. \_\_\_\_\_ M. \_\_\_\_\_ P. \_\_\_\_\_  
B. \_\_\_\_\_ E. \_\_\_\_\_ H. \_\_\_\_\_ K. \_\_\_\_\_ N. \_\_\_\_\_ Q. \_\_\_\_\_  
C. \_\_\_\_\_ F. \_\_\_\_\_ I. \_\_\_\_\_ L. \_\_\_\_\_ O. \_\_\_\_\_ R. \_\_\_\_\_

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80



**SHOP SECTION** ERO Holder enters  
Shop Section as listed on the ERO.



## ERO SHOPPING/TRANSACTION LIST

ERO NO.

UNIT \_\_\_\_\_ DATE \_\_\_\_\_ MAINT. \_\_\_\_\_ DATE / INIT. SUPPLY-IP \_\_\_\_\_ DATE / INIT. DATA CLERK \_\_\_\_\_ DATE / INIT.

MATERIAL USAGE CODE: 6 7 8 9 SHOP SECTION \_\_\_\_\_

A. \_\_\_\_\_ D. \_\_\_\_\_ G. \_\_\_\_\_ J. \_\_\_\_\_ M. \_\_\_\_\_ P. \_\_\_\_\_  
B. \_\_\_\_\_ E. \_\_\_\_\_ H. \_\_\_\_\_ K. \_\_\_\_\_ N. \_\_\_\_\_ Q. \_\_\_\_\_  
C. \_\_\_\_\_ F. \_\_\_\_\_ I. \_\_\_\_\_ L. \_\_\_\_\_ O. \_\_\_\_\_ R. \_\_\_\_\_

**SOURCE REFERENCE** Publication used  
to locate NSN/Part Number.

UM-4400-124, Part III, Section 9,  
Pg. 3-9-11, states it will be entered on  
Line "A".

Lines "B" through "R" will be used as  
directed by MMSOP.



**ANY QUESTIONS  
ON  
THE HEADER  
SECTION?**





# TRANSACTION SECTION

## 4 ADD (PARTS) TRANSACTION

The image shows a green grid form with columns numbered 1 through 80. A blue rectangular box highlights columns 11 through 23. A blue arrow points from the bottom center of this box down to the text box below.

CC 11-23 “NATIONAL STOCK NUMBER”

ERO holder enters the NSN of  
each part requested.  
Required entry.























# DEMAND CODES

- **UM-4400-124, Part IV, Section 4, Pg. 4-4-35.**
- **Recurring** demand is a request made periodically or anticipated to be repetitive.
- **Non-Recurring** demand is a request known to be a one time occurrence.



# INDICATORS

## Secondary Reparables

- **“9”**: Part required to remove Sec Rep from NMCS status
- Used by units overseas or stateside units alerted for deployment within 30 days.
- Priorities “01”, “02”, or “03”.
- \* Expedited handling.

# INDICATORS

## Sec Reps (Cont'd.)

- **"N"** : Part required to remove Sec Rep from a NMCS status.
- **CONUS** - Priorities 02-09.
- **OCONUS** - Priority 05.



# INDICATORS

## MARES reportable

- “9”: Part required to remove equipment from NMCS status
- Used by units overseas or stateside units alerted for deployment within 30 days.
- Priorities “01”, “02”, or “03”.
- \* Expedited handling.

# INDICATORS

## MARES reportable (Cont'd.)

- “N” : Part required to remove equipment from NMCS status.
- CONUS - Priorities 02-09.
- OCONUS - Priority 05.

# INDICATORS

## MARES reportable (Cont'd.)

- **“E”** : Part required to remove equipment from ANMCS status.
  - Priorities 02 through 08.
  - CONUS - Anticipated to D/L within 15 days
  - OCONUS - Anticipated to D/L within 20 days

# NMCS INDICATORS

## MARES reportable (Cont'd.)

- **Blank** : Used when the part does not place the equipment into a NMCS or ANMCS status. (Non-essential repairs parts)



# INDICATORS

## CO deems mission essential

- “9”: Part required to remove equipment from NMCS status
- Used by units overseas or stateside units alerted for deployment within 30 days.
- Priorities “01”, “02”, or “03”.
- \* Expedited handling.

# INDICATORS

## CO deems (Cont'd.)

- “N” : Part required to remove equipment from NMCS status.
- CONUS - Priorities 02-08.

# INDICATORS

## CO deems (Cont'd.)

- **“E”** : Part required to remove equipment from ANMCS status.
  - Priorities 02 through 08.
  - CONUS - Anticipated to D/L within 15 days
  - OCONUS - Anticipated to D/L within 20 days

# NMCS INDICATORS

## CO deems (Cont'd.)

- **Blank** : Used when the part does not place the equipment into a NMCS or ANMCS status. (Non-essential repairs parts)



# ***NOTE***

- **Combat Essentiality Codes for parts can be located in FEDLOG and associated publications.**
  - ✓ **CEC of “5” is repair part or SecRep that renders MARES reportable equipment deadlined or degraded.**
  - ✓ **CEC of “6” is a repair part or SecRep that renders a Non-MARES reportable equipment deadlined or degraded.**



# MIMMS ADVICE CODES

- The ERO holders enters, if required.
  - ✓ **“SC”** is for a “Scrounged” part.
  - ✓ **“PB”** is for a “Pre-Expended” part.
  - ✓ **“99”** is for a “Non-System” item.
- UM-4790-5, Chapter 24, UM-4400-124, Pg. 4-4-14 and TM-4700-15/1H, Pg. 2-3-9.

# PEB ITEMS

- **Not required to be reported when a Operator applies a PEB item.**
- **2<sup>nd</sup> EOM or higher will report items applied in Quantities equal to or in multiples of the U/I, using the advice code of “PB.”**
- **Not required when the cost is less than \$50.00.**



- **Scrounged Repair Parts.** Report all items obtained using a EROSL and advice code of “SC”.
- **SASSY Advice Code.** ERO holder coordinates with the Supply section for all advice codes.
- **SecRep Items Advice Code.** Issue point will enter advice code.
  - ✓ I.E. “F1” exchanged item is the same as what was turned in.





# **SPECIAL INSTRUCTIONS**

- **Requisition PEB items by using a shop overhead ERO, per MCO P4790.2\_.**
- **ERO parts bin (Layettes) is a place where parts are stored until applied to the equipment.**
  - ✓ **Small parts for the same ERO will be kept together.**
  - ✓ **Large items are normally kept together.**



# **SPECIAL INSTRUCTIONS CONT.**

- **Parts received that are not installed immediately will have the EROSL annotated with:**
  - ✓ **Date/quantity received.**
  - ✓ **ERO bin location.**
    - \* **Or location designated other than the ERO number.**

# **SPECIAL INSTRUCTIONS CONT.**

- **Parts removed for installation, the mechanic or shop chief shall annotate the EROSL.**
- **Annotation procedures must be contained in the Major Subordinate Command Maintenance Standing Operating Procedures (MSCMMSOP).**

# ERO SHOPPING/TRANSACTION LIST

ERO NO.

UNIT \_\_\_\_\_ DATE \_\_\_\_\_ MAINT. \_\_\_\_\_ **DATE/INT** SUPPLY-IP \_\_\_\_\_ DATE / INIT. DATA CLERK \_\_\_\_\_ DATE / INIT.

MATERIAL USAGE CODE: 6 7 8 9 SHOP SECTION \_\_\_\_\_

A. \_\_\_\_\_ D. \_\_\_\_\_ G. \_\_\_\_\_ J. \_\_\_\_\_ M. \_\_\_\_\_ P. \_\_\_\_\_  
B. **EQUIP. NOMEN.** E. \_\_\_\_\_ H. \_\_\_\_\_ K. \_\_\_\_\_ N. \_\_\_\_\_ Q. \_\_\_\_\_  
C. **SERIAL #** F. \_\_\_\_\_ I. \_\_\_\_\_ L. \_\_\_\_\_ O. \_\_\_\_\_ R. \_\_\_\_\_

**AUTHORIZING  
OFFICAL**

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80

**QTY RCVD 001/DATE**  
**SIGNATURE**

**JON#**  
**QTY ISSUED 001/DATE U/P 0.00**  
**SIGNATURE T/P 0.00**

**CLASSROOM MSCMMSOP**  
**PROCEDURES!**

# FILING

- **When the ERO holder completes the requisition information:**
  - ✓ **It is taken to the Supply section.**
  - ✓ **Supply will then complete its required information.**
  - ✓ **Returns the 2nd copy to the ERO holder.**
  - ✓ **1<sup>st</sup> copy is maintained by Supply while parts are outstanding.**



# FILING CONT.

- ✓ Supply will then forward the original to the keypunch clerk for processing.
- ✓ Supply will then ensure all transactions have been accepted on the DTL.
- ✓ Supply then forwards the original to the ERO holder, who will join it with the original ERO.

# FILING CONT.

- **FMSS supported units are not required to retain EROSL when associated ERO has been closed.**
- **Non FMSS supported units will file the completed original ERO/EROSL together and retain for a minimum of 1 year in the equipment record jacket.**
  - \* Exceeds 1 year, retain the most recent completed ERO/EROSL.**

**QUESTIONS**  
**?**

**BREAK!**



# DEMONSTRATIO N

**BREAK!**

# **PRACTICAL APPLICATION “A”**

**BREAK!**



# **PRACTICAL APPLICATION “B”**

**BREAK!**

# QUESTIONS TO YOU!

**Q. What is the Material Usage Code for SL-3 Components?**

**A. 6**

**Q. What are the NMCS Indicators and what CC do they go in for NMCS and ANMCS parts being ordered?**

**A. 9, N, and E, CC 67**

# SUMMARY

- During this period of instruction we have the purpose, responsibilities, preparation, filing and disposition of NAVMC 10245 and NAVMC 10925.



**BREAK!**